

GENERAL ORDERS }  
No. 18 }

DEPARTMENT OF THE ARMY  
WASHINGTON 25, D. C., 19 January 1953

## FUNCTIONS OF THE ARMY DEPARTMENT COUNSELOR

1. **General.**—In his capacity as civilian legal adviser to the Secretary of the Army, the Department Counselor will provide advice and assistance to the Secretary of the Army on those legal and legislative matters, both military and otherwise, on those aspects of pending or proposed legislation, and on those problems involving public and military policy or which require coordination with other agencies of the Executive Department of the Government, which are of sufficient importance to require attention or action at the Secretarial level and, in such capacity, he will serve as an observer member of the Army Policy Council. He will also provide such advice and assistance, as requested, to the Under Secretary of the Army and the Assistant Secretaries of the Army in connection with matters arising within their respective fields of responsibility as delineated in General Orders 23, 1952, as amended by General Orders 90, 1952. Subject to the direction and control of the Secretary of the Army, the Army Department Counselor is authorized, within the field of responsibilities set forth in paragraphs 2, 4 and 6 below and within the limits of statutory authority, to act for and in the name of the Secretary of the Army. Nothing in this order is intended to, or shall, affect the statutory duties and responsibilities of the Judge Advocate General.

2. **Legislative and liaison.**—He is responsible to the Secretary of the Army for the preparation and coordination of the Army's response to inquiries received from Congressional Committees and Subcommittees (except those inquiries relating to budget matters and those arising in the course of routine legislative hearings which, in either case, are not of sufficient importance to require attention or action at the Secretarial level), including the selection of witnesses to appear before, and preparation and supervision of testimony and evidence to be given to, hearings called by such inquiries. He shall advise and assist in the preparation and presentation to the appropriate Congressional Committees and Subcommittees of key legislation requiring action by the Secretary of the Army. He shall advise and assist the responsible Under Secretary or Assistant Secretary in presenting and defending budget estimates before the Congress. In carrying out the foregoing responsibilities, he will rely for assistance and cooperation upon the Army staff, and will maintain close coordination with the Comptroller of the Army or the Chief of Legislative Liaison, depending upon the nature of the matter at hand.

3. **Procurement.**—He shall give to the Under Secretary or Assistant Secretary who is responsible for the Army procurement program and related activities, advice and assistance in developing major procurement policy and advice and assistance in coordinating such policy, together with implementing procedures, within the Department of the Army and the Department of Defense, and with other government agencies. He shall give counsel to such member of the Secretariat, in conjunction with the Judge Advocate General, on such procurement, military supply and construction problems as such member of the Secretariat may deem necessary or desirable.

4. **Military justice.**—He is responsible for exercising for the Secretary of the Army supervision not otherwise assigned by law or regulation over the operations of the Army-Air Force Clemency and Parole Board and the Army Board for Correction of Military Records, and for providing advice and assistance on

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matters having to do with clemency, parole and restoration to duty, elimination and other Board of Inquiry proceedings.

5. **Deputies.**—In carrying out the foregoing responsibilities, the Department Counselor shall be assisted by a Deputy Department Counselor and a Deputy Department Counselor for Procurement, which deputies may act for and exercise the powers of the Department Counselor in the absence or disability of the Department Counselor and otherwise as directed by the Department Counselor.

6. **Access to information.**—Any agency or individual in the Department shall provide direct to the Department Counselor, without delay, such data or other information as he may require to enable him to discharge his responsibilities. To the extent practicable, however, the Department Counselor will route through established Army channels requests for such data and other information.

7. **Amendment of prior orders and directives.**—DA General Orders 14, 1951 and directives of S/A dated, respectively 21 September 1950 and 21 February 1951, and the provisions of paragraph 25, SR 10-5-1, 11 April 1950 are amended to the extent necessary to conform to the provisions hereof.

FRANK PAGE, JR.  
*Secretary of the Army*

OFFICIAL:

WM. E. BERGIN  
*Major General, USA*  
*The Adjutant General*

DISTRIBUTION:

According to requirements submitted on DA AGO Form 12.